




Friday, September 10, 2010

St. Croix - Management Occupations

Job Title	NIGHT SHELTER MANAGER			 <i>New Posting</i>
Order Number	VI0014318	Posted:	9/7/2010	
Salary	N/A	Duration:	Full Time	
Experience	1 Years	License:	N/A	
Education	Some College	Training:	N/A	
Job Summary	Individual with experience in the field of Domestic Violence an/or sexual assault; or a background in counseling. Bilingual applicant a plus. Will oversee shelter operations during evenings/nights, weekends & holidays. Due to crisis nature of the position, applicants must be able to work flexible hours and have the ability to handle stress. Requires living at shelter in separate apartment which includes electric, water, telephone and monthly stipend. Valid V.I. Driver's License is required.			

Job Title	CAMP MANAGER		
Order Number	VI0014285	Posted:	9/1/2010
Salary	\$60,320.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Manager will be responsible for logistics for about 300 short-term employees living in temporary residence camp facility. Will be required to live in the facility with employees. Will coordinate with other facility managers concerning transportation, housing, recreation, complaints, security, meals and all needs and problems of camp occupants. Should have basic typing and computer skills. TWIC Card Required.		

Job Title	PROJECT MANAGER		
Order Number	VI0014258	Posted:	8/26/2010
Salary	\$93,995.00 - \$139,984.00 Annually	Duration:	Full Time
Experience	10 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Will be responsible for managing and leading a diverse group of departments/ crews including zone piping and mechanical, major maintenance, piping/ structural fabrication shop, gas turbine/utilities, soot blower,compressor,and stream/product leak repairs. Will be task with both strategic and tactical planning and improvement for assigned departments; designing and implementing proactive improvement plans. Computer Literate and competency in safety, health and current regulations and practices related to refinery maintenance & construction. Must Have a TWIC Card		

Job Title	SERVICE PROVIDER MANAGER		
Order Number	VI0014247	Posted:	8/25/2010
Salary	N/A	Duration:	Full Time
Experience	4 Years	License:	N/A
Education	Bachelor's Degree	Training:	N/A
Job Summary	Will determine the demand for products and services offered by a firm/ organization and its competitors and identify potential customers. Develop pricing strategies with the goal of maximizing the firms/ organizations profits or share of the market while ensuring that the firm's/ organization customers are satisfied. Oversee new product development or monitor trends that indicate the need for new products and services. Must have Management and Marketing Experience.		

Job Title	VICE PRESIDENT OPERATIONS		
Order Number	VI0014243	Posted:	8/25/2010
Salary	N/A	Duration:	Full Time



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St. Croix - Management Occupations

Experience	20 Years	License:	N/A
Education	Bachelor's Degree	Training:	N/A
Job Summary	Responsible but not limited to planning, directing, executing, evaluating and controlling the operations of Process units, crude supply and product delivery systems, Marine services and utilities systems. Maximize value to the corporation through effective management. Will oversee a staff of over 600 employees through 6 direct reports. Valid Twic Card (Apply online, Hovensa.com)		

Job Title	PROJECT COST CONTROLLER		
Order Number	VI0014171	Posted:	8/12/2010
Salary	N/A	Duration:	Full Time
Experience	10 Years	License:	N/A
Education	Bachelor's Degree	Training:	N/A
Job Summary	Provides oversight of all finance. Accounting and reporting functions related to capital projects, turnaround and AFE's. Additionally, the position will establish and maintain cost control and reporting mechanisms for capital projects and turnarounds. Responsible for providing timely and accurate information about major project activities to senior management, owners, and other stakeholders to assist in decision making activities. In-depth knowledge of purchasing concepts and techniques. Must have the ability to obtain a TWIC Card.		

Job Title	DIRECTOR OF HUMAN RESOURCES		
Order Number	VI0014145	Posted:	8/11/2010
Salary	\$47,986.00 - \$51,501.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Responsible for the overall administration, coordination and evaluation of the HR functions and guiding the agency in its overall personnel policies. Maintain current HR program and develop future initiatives. Management of AmeriCorps program. Strong writing skills and five to ten years related HR management experience and/or training, or equivalent combination of education and experience with a staff of 150 or more employees. PLEASE DO NOT SEND RESUME OF APPLICANTS WHO ARE NOT QUALIFIED.		

Job Title	PROCESS QUALITY & CONTINUOUS IMP. PROJ.		
Order Number	VI0014069	Posted:	7/28/2010
Salary	N/A	Duration:	Full Time
Experience	15 Years	License:	N/A
Education	Master's Degree	Training:	N/A
Job Summary	Responsible for leading projects and assisting others with leading projects to include mentoring and training. Will also be responsible for analysis and design of processes, participating as a lead member of a CAP Team, and conducting LEANs, Workouts, SWOT and other process improvement sessions. Must have MI PMP Certification or equivalent experience and have managed up to 25 projects. Willing to obtain a Black Belt Six Sigma certification, including completing at least 3 projects personally and mentoring at least one project that was completed by another Green or Black Belt within tow years. Ability to obtain a TWIC Card. Apply On-Line.		

St. Croix - Business and Financial Operations Occupations

Job Title	CPA/CFO	New Posting	
Order Number	VI0014303	Posted:	9/3/2010
Salary	N/A	Duration:	Full Time
Experience	5 Years	License:	N/A



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St. Croix - Business and Financial Operations Occupations

Education	Bachelor's Degree	Training:	N/A
Job Summary	Must have experience with accounting, time entry and payroll software programs, cost control principles including Generally Accepted Accounting Principles (GAAP), Knowledge of federal and state financial regulations, ability to analyze financial data and prepare financial reports, statements and projections, working knowledge of short and long term budgeting and forecasting, and rolling budgets. Must be proficient with Microsoft Office, Excel and accounting software systems and be generally computer and math savvy. Ability to participate in and facilitate group meetings.		

Job Title	CAGE MAIN BANKER		
Order Number	VI0014179	Posted:	8/12/2010
Salary	\$22,880.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Responsible for a floating inventory. Must be able to keep an accurate account of all incoming and outgoing transactions with the appropriate documentation. Must be able to maintain and balance Marker buckets, RTM buckets and Customer Front buckets. A full knowledge of table fills, credits, slot fills, and jackpots. Must know all duties and functions of a cashier in order to perform their duties and responsibilities. Must be able to make bank deposits and should help out the shift manager with various responsibilities. Must have knowledge of Title 31 and all departmental procedures.		

St. Croix - Computer and Mathematical Occupations

Job Title	SR. PC TECHNICIAN		
Order Number	VI0014268	Posted:	8/27/2010
Salary	\$31,200.00 - \$37,440.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	Associate's Degree	Training:	N/A
Job Summary	This position is responsible for, but not limited to, providing 2nd and 3rd level technical support to company end user community and internal MIS analysts. Consult with Hovenssa departments regarding departmental computer systems installation and upgrades. Recommend appropriate solutions based on analysis of business needs. Serve as project lead for assignments of limited scope and time. Must have experience in PC & Networking. TWIC CARD Required.		

Job Title	OPERATION ANALYST		
Order Number	VI0014042	Posted:	7/20/2010
Salary	\$27,997.00 - \$39,998.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Collects and analyzes data to evaluate operational challenges and recommends solutions to problems/challenges. Follows established modeling and evaluation processes to determine the effectiveness of current operational activities to determine problem areas and develop solutions. Supports the analytical and reporting of all call center and collections operations. Prepare daily metrics and key performance reports for employee base while maintaining monthly and quarterly trends.		

St. Croix - Architecture and Engineering Occupations

Job Title	PROJECT FIELD ENGINEER		
Order Number	VI0014264	Posted:	8/26/2010
Salary	\$67,995.00 - \$104,000.00 Annually	Duration:	Full Time
Experience	4 Years	License:	N/A



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St. Croix - Architecture and Engineering Occupations

Education	Some College	Training:	N/A
Job Summary	Will provide technical and administrative direction to field layout. Ensures construction work complies with all engineering standards, codes, specifications and designs. Provides drafting, estimating, calculations, material control and other technical duties. TWIC Card required		

Job Title	GROUND EQUIPMENT MECHANIC		
Order Number	VI0014222	Posted:	8/19/2010
Salary	N/A	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Maintain and repair of aircraft tugs, tanker trucks, forklift, generators and various ground equipment; repair and maintain diesel, gasoline and propane engines; ability to troubleshoot and repair brake systems, transmissions and minor electrical systems; chassis repairs and painting; Scuba certification and underwater work experience a plus; minor facilities work and repairs.		

Job Title	ELECTRICAL & INSTRUMENTATION TECH.		
Order Number	VI0014124	Posted:	8/5/2010
Salary	\$62,400.00 - \$104,000.00 Annually	Duration:	Full Time
Experience	20 Years	License:	N/A
Education	Associate's Degree	Training:	N/A
Job Summary	Individual with experience with low voltage systems, I&E quality assurance, safety, construction, start-up and commissioning of 25 million proof gallon/year distiller. Experience in applicable electrical codes. I&E Drawings and specification for industrial plant construction. Excellent understanding and experience in I&E construction practices with the ability to organize and manage all I&E quality assurance documentation. Valid TWIC Card is required.		

Job Title	ELECTRICAL ENGINEERING INSPECTOR		
Order Number	VI0014048	Posted:	7/22/2010
Salary	N/A	Duration:	Full Time
Experience	10 Years	License:	N/A
Education	Associate's Degree	Training:	N/A
Job Summary	Quality inspection of MV and LV equipment and cabling to ensure compliance with specification and local codes. Compilation of precommissioning packs to record inspection and testing results and approvals by authorized bodies and client representative. Job Duration (August - October 2010).		

St. Croix - Healthcare Practitioners and Technical Occupations

Job Title	SAFETY MANAGER		
Order Number	VI0014257	Posted:	8/25/2010
Salary	\$92,997.00 - \$138,986.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	Bachelor's Degree	Training:	N/A
Job Summary	The Environmental Health and Safety Manager along with a staff of 5 safety supervisors are responsible for designing and implementing safety and environmental programs and procedures to ensure company compliance with federal and local laws and protect the health and safety environmental of a workforce of over 550 employees in various departments within refinery. Must Be Computer Literate & have TWIC Card.		

Job Title	KENNEL MANAGER		
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Friday, September 10, 2010

St. Croix - Healthcare Practitioners and Technical Occupations

Order Number	VI0014248	Posted:	8/25/2010
Salary	\$14,560.00 - \$16,640.00 Annually	Duration:	Full Time
Experience	4 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Must have experience working with animals in vet clinic or animal shelter environment. Must have supervisory experience. Must be familiar with basic vet medicine and be certified to euthanize or train to do so. Must be familiar with cleaning protocols. Must have office management experience. Experience working in hectic, fast paced environment helpful.		


Job Title	REGISTERED NURSE		
Order Number	VI0014136	Posted:	8/10/2010
Salary	\$52,000.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	The qualified candidate must be licensed as a Registered Nurse in the VI and possess a valid TWIC card. Responsible for providing and assisting with examinations and treatments of company employees and Hovensa contractor employees at the refinery. Will administer nursing care to ill or injured employees and maintain medical records; Administer audio, EKG, PST and respirator fit test. Must have a CPR certification and be able to work shifts, night shift and overtime when needed. This temporary position is for two months.		

Job Title	PHARMACY TECHNICIAN		
Order Number	VI0014099	Posted:	8/5/2010
Salary	\$33,176.00 Annually	Duration:	Full Time
Experience	0.5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will assists pharmacist in preparing drugs for dispensing according to department and hospital policies and procedures; Assist with the management of drug stock including, but not limited to restocking shelves, rotation of stock documenting needs, removal of expired/damaged items, etc. Assists pharmacists in handling requests from nursing units and other health care areas; Generates computer data necessary for the stocking of Omnicell Suppliers in patient care areas and cart fill according to the Omnicell Restock Report and Cart Fill Report. Other related duties within scope of experience as required or assigned. Certification by Pharmacy Technician Certification Board (PTCB) or another nationally recognized certification organization.		

St. Croix - Protective Service Occupations

Job Title	SECURITY OFFICER		
Order Number	VI0014088	Posted:	7/30/2010
Salary	\$17,680.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will monitor and authorize entrance and departure of employees, visitors, and other individuals to guard against theft and maintain security on premises. Answer alarms and investigate disturbances. Law enforcement and military police experience a plus.		

St. Croix - Food Preparation and Serving Related Occupations

Job Title	LINE COOK AM/PM	 New Posting	
Order Number	VI0014325	Posted:	9/7/2010
Salary	\$24,960.00 - \$29,120.00 Annually	Duration:	Full Time



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St. Croix - Food Preparation and Serving Related Occupations

Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will prepare food, set up stations, break down stations, clean stations, and prep food for next shift. Valid Health card is required.		

Job Title	BARTENDER		
Order Number	VI0014295	Posted:	9/2/2010
Salary	\$15,080.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will serve and prepare drink orders for all guests.		

Job Title	UTILITY STEWARD		
Order Number	VI0014262	Posted:	8/26/2010
Salary	\$16,640.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Clean garbage cans with water or steam. Maintain kitchen work areas, equipment and utensils in clean and orderly condition. Sort and remove trash, placing it in designated pickup areas. Stock supplies such as food and utensils in serving stations, cupboards, refrigerators and salad bars. Sweep and scrub floors. Transfer supplies and equipment between storage and work areas. Wash dishes, glassware, flatware, pots and or pans.		

Job Title	COOK		
Order Number	VI0014245	Posted:	8/25/2010
Salary	\$15,080.00 Annually	Duration:	Part Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be able to work quickly and under pressure. Must have good attitude and work well with others. Will prepare Pizza and other food items for restaurant. Must be experience and have Health Card.		

Job Title	BEVERAGE SERVER		
Order Number	VI0014175	Posted:	8/12/2010
Salary	\$13,624.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Takes orders from patrons for food and beverages. Will collect payment from customers. Must be customer friendly. Must be able to serve 8-10 drinks at a time. Valid Health Card required.		

Job Title	BARTENDER		
Order Number	VI0014173	Posted:	8/12/2010
Salary	\$15,080.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A



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St. Croix - Food Preparation and Serving Related Occupations

Job Summary	Must be able to mix drinks for customers, be customer friendly and have good math skills. Must be willing to work nights, weekends, and holidays. Requires the ability to move from one task to another. Valid Health Card.		
Job Title	FOH SUPERVISOR		
Order Number	VI0014127	Posted:	8/6/2010
Salary	\$17,680.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Front of the House (FOH) Supervisor will provide support to the Food & Beverage Outlet Manages. Maintain cleanliness of outlets by assigning cleaning duties to all FOH employees as needed; Fallout requisition forms for outlets an submit requisition to Receiving each day; Take monthly inventory of all stock as assigned by F&B Director, or more frequently if required. Assign and supervise breaks of all FOH employees. Ensure proper closing procedures for outlets.		
Job Title	BARTENDER		
Order Number	VI0014098	Posted:	8/3/2010
Salary	\$13,624.00 Annually	Duration:	Part Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Experienced bartender for fine dining restaurant. Extensive knowledge of wines and mixed drinks desired. Ability to work in a fast paced environment. Must be 18yrs of age. Must fill out an application in person at The Buccaneer. Working hours are from 3:00pm to close.		
Job Title	LUNCH SERVER / FINE DINING		
Order Number	VI0014096	Posted:	8/3/2010
Salary	\$13,624.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will take orders, serve food and drinks. Must be experienced in providing professional and courteous meal service. Pleasant, outgoing and energetic individual with excellent communication skills. Valid Health card required. Must fill out an application in person at The Buccaneer.		
Job Title	SERVER / BARTENDER		
Order Number	VI0014093	Posted:	8/2/2010
Salary	\$15,080.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Responsible for providing high quality service to restaurant guests. Fine dining restaurant serving experience is required. Must be a great team player with a great attitude and lots of smiles. Must be energetic and customer friendly. Must have a food handlers card and be 18yrs or older. Basic computer skills required.		
Job Title	HEAD COOK		
Order Number	VI0014000	Posted:	7/15/2010
Salary	\$27,040.00 - \$33,280.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A




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St. Croix - Food Preparation and Serving Related Occupations

Education	Associate's Degree	Training:	N/A
Job Summary	Experience chef for fine dining establishment with a creative approach to menu development. Culinary degree required.		

St. Croix - Building and Grounds Cleaning and Maintenance Occupations

Job Title	CREW LEADER	 <i>New Posting</i>	
Order Number	VI0014331	Posted:	9/8/2010
Salary	N/A	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be able to manage a four man crew, organize schedules, conduct quality checks, be accountable for inventory, and be familiar with all landscaping equipment. Must have worked with a professional landscaping company for at least 5yrs.		

Job Title	HOUSEKEEPER		
Order Number	VI0014161	Posted:	8/11/2010
Salary	\$15,080.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Prepare guest rooms for arrivals. Change bed linens, clean bathrooms, restock room amenities, clean coffee maker and restock coffee supplies, restock towels, refill water pitcher and empty trash. Must be able to lift up to 10 lbs. Must be available to work mornings and afternoons.		

St. Croix - Personal Care and Service Occupations

Job Title	BELLMAN		
Order Number	VI0014253	Posted:	8/25/2010
Salary	\$15,080.00 Annually	Duration:	Full Time
Experience	0.5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will greet any and all incoming visitors. Drop off and pick-up hotel guests and transport guest luggage. Must be able to at least lift 50lbs. Must have a clean driving record.		

Job Title	SLOT ATTENDANT		
Order Number	VI0014087	Posted:	7/30/2010
Salary	\$16,640.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Attendants are expected to handle money transactions accurately and all transactions should be done using Slot Dept. money handling techniques. Will generate and pay jackpot up to designated limit; Will verify accuracy of jackpots paid to guest; Undertake limited technical duties under supervision.		

St. Croix - Sales and Related Occupations

Job Title	JR. ASSISTANT MANAGER		
Order Number	VI0014149	Posted:	8/11/2010



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St. Croix - Sales and Related Occupations

Salary	N/A	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Fashion conscious individual with the ability to display merchandise around the store. Ability to supervise staff and willingness to prosper in this field.		

St. Croix - Office and Administrative Support Occupations

Job Title	BOOKKEEPER	New Posting	
Order Number	VI0014301	Posted:	9/3/2010
Salary	\$24,960.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Individual with experience balancing books and daily revenues. Ability to prepare deposits for bank and other accounting duties as assigned.		

Job Title	TIMEKEEPER C		
Order Number	VI0014277	Posted:	9/1/2010
Salary	\$42,349.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be able to perform the following duties: Setup of new employees; Daily processing of time-download time from clocks, etc.; Processing/proofing/balancing of daily/weekly payroll; Setup/maintenance of timekeeping files; Providing required customer and company reports; Organize/distribute of payroll checks; Able to work night shift and weekends when required. Experience with Tru Trac, SAP, Excel, Word, and Access. Valid TWIC card is required.		

Job Title	HR ASSISTANT		
Order Number	VI0014266	Posted:	8/27/2010
Salary	N/A	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	Associate's Degree	Training:	N/A
Job Summary	Responsible for conducting recruiting activities through advertising, presentations or other sourcing measures to insure adequate and timely referral of qualified candidates. Ideal candidate will have strong communication and presentation skills, a proven track record of recruiting for technical positions, must be a team player and have prior work experience in the HR Department. Must be proficient with spreadsheets, database management, presentation and word processing software particularly Microsoft Office applications. Availability to travel on short notice and work long hours.		

Job Title	OFFICE COST CONTROLLER MANAGER		
Order Number	VI0014265	Posted:	8/26/2010
Salary	\$67,995.00 - \$107,994.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Coordinates the administrative aspects of the office and ensures that it is working efficiently. Supervises and directs the work activities of other administrative-support positions. Will report directly to site Manager.5 years Office Management Experience, Proficient in SAP, JD Edwards, Power Point, Trutrack & Excel. Must have TWIC Card		

Job Title	OFFICE ADMINISTRATOR
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St. Croix - Office and Administrative Support Occupations


Order Number	VI0014261	Posted:	8/26/2010
Salary	\$20,800.00 - \$33,280.00 Annually	Duration:	Full Time
Experience	4 Years	License:	N/A
Education	Bachelor's Degree	Training:	N/A
Job Summary	Must be Proficient in Microsoft Office, Word, Excel, Quickbooks Pro, Need to have superb PR skills, Need Valid Driver's License. Experience in using web based facility maintenance tracking software. Minimum 4 years experience in office managment. Must have TWIC Card.		

Job Title	SCHEDULER/PLANNER		
Order Number	VI0014260	Posted:	8/26/2010
Salary	\$79,997.00 - \$119,995.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Will Prepare estimates for assigned projects and determine project plans and specifications. Will prepare reports for daily analysis, production of schedules for workforce, managing backlog, reviewing historical data, purchase orders and productivity reports, preparing estimates, maintaining files and following contract assignments. Minimum 5 yrs. experience as a planner, minimum 3 years experience with Primavera and SAP. Strong computer,communication and presentation skills. Must Have TWIC Card		

Job Title	REVENUE AUDIT CLERK		
Order Number	VI0014176	Posted:	8/12/2010
Salary	\$18,720.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Will audit all gaming revenue generating and processing locations throughout the casino. Review all audit work for compliance with Casino Control Commission, Bureau of Internal Revenue, Internal Controls and company policies and procedures. Report and process all audit exceptions to management for their review and responses. Assist departments and external sources with document retrieval and review. Other tasks as requested by management.		

Job Title	ACCOUNTING CLERK		
Order Number	VI0013993	Posted:	7/13/2010
Salary	N/A	Duration:	Part Time
Experience	1 Years	License:	N/A
Education	Associate's Degree	Training:	N/A
Job Summary	Individual with secretarial experience and experience with QuickBooks required.		

St. Croix - Construction and Extraction Occupations


Job Title	CARPENTER LEADMAN	 <i>New Posting</i>	
Order Number	VI0014341	Posted:	9/8/2010
Salary	\$49,691.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A





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St. Croix - Construction and Extraction Occupations


Job Summary Exercises leadership and coordination with a group of workers engaged chiefly in one craft or occupation. Must be keenly familiar with all aspects of his/her crew function. Able to read and interpret drawings associated with the job crew. Working knowledge of all tools associated with the crew function. Must know basic computer functions. Able to climb and maintain balance on ladders, scaffolds, structures, etc. above and below ground level. Must have a VALID TWIC Card.

Job Title	INSULATOR A/B & HELPERS			 <i>New Posting</i>
Order Number	VI0014330	Posted:	9/8/2010	
Salary	\$38,376.00 - \$45,261.00 Annually	Duration:	Full Time	
Experience	1 Years	License:	N/A	
Education	High School Diploma	Training:	N/A	
Job Summary	Applies insulating material to exposed surfaces of structures such as air ducts, hot and cold pipes, storage tanks, and cold storage rooms. Reads blueprints and selects required insulation material. Must be able to read and understand drawings and blueprints. MUST have a VALID TWIC Card.			

Job Title	SCAFFOLD BUILDERS A/B & HELPERS			 <i>New Posting</i>
Order Number	VI0014329	Posted:	9/8/2010	
Salary	\$38,314.00 - \$45,531.00 Annually	Duration:	Full Time	
Experience	1 Years	License:	N/A	
Education	High School Diploma	Training:	N/A	
Job Summary	Will assist scaffold builders with their duties and responsibilities. Duties include erecting scaffolds from drawings or written and/or verbal instructions. must possess sufficient mechanical ability to recognize and correct problems with scaffold assembly. Must be able to work in high places, to climb ladders or scaffolds during the erection and to work around chemicals and other hazards. Valid TWIC Card is required.			

Job Title	CARPENTER			 <i>New Posting</i>
Order Number	VI0014328	Posted:	9/8/2010	
Salary	\$24,960.00 - \$37,440.00 Annually	Duration:	Full Time	
Experience	3 Years	License:	N/A	
Education	Less than High School	Training:	N/A	
Job Summary	Individual with experience doing Form Work.			

Job Title	RIGGING SUPERVISOR			 <i>New Posting</i>
Order Number	VI0014317	Posted:	9/7/2010	
Salary	\$88,213.00 Annually	Duration:	Full Time	
Experience	4 Years	License:	N/A	
Education	High School Diploma	Training:	N/A	
Job Summary	Exercises leadership and coordination with a group of workers engaged chiefly in one craft or occupation, reporting to a superintendent. Assembles rigging to lift and move equipment or material on projects. Supervise daily activities of all riggers; Coordinate all CAD drawings and critical lifts; layout all critical lifts as required by Hovensa; handle all heavy transport projects. Must have a VALID TWIC Card.			


Job Title	TANK MAINTENANCE WORKER			 <i>New Posting</i>
Order Number	VI0014305	Posted:	9/3/2010	
Salary	\$34,632.00 - \$44,907.00 Annually	Duration:	Full Time	
Experience	1 Years	License:	N/A	



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St. Croix - Construction and Extraction Occupations

Education	High School Diploma	Training:	N/A
Job Summary	Lays out, positions, and secures parts and assemblies according to specifications using the proper tools; Fit components and assemblies, using electric, gas, arc, or other welding equipment; Cuts work piece using powered saws, grinders, or gas torch. Installs or repairs equipment, such as pipes, valves, floor plate, structural repairs, tank linings, cone and floating roofs. Must be able to lift and/or carry up to 50 lbs. Valid TWIC Card is required.		

Job Title	PIPEFITTER HELPER  <i>New Posting</i>		
Order Number	VI0014304	Posted:	9/3/2010
Salary	\$40,082.00 - \$40,456.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will assist craftsman in installation, dismantling, and maintenance activities. Moves materials, drills holes, measures, cuts and install parts, installs and dismantles machines and equipment, bolts and unbolts pipe flanges. Must have a Valid TWIC Card.		

Job Title	PIPEFITTER "A"		
Order Number	VI0014291	Posted:	9/2/2010
Salary	\$47,861.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Works from drawings to fabricate and install pipe which could consist of Butt-weld, Socket-Weld, or Threaded Connections. Disassemble and assemble flanges; ability to perform Hydro-Test on Piping Systems. Should have the ability to read Isometric Drawings as well as P & ID's. MUST have a VALID TWIC Card.		

Job Title	PIPEFITTER FOREMAN		
Order Number	VI0014287	Posted:	9/2/2010
Salary	\$56,742.00 - \$59,446.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must have at least 5yrs experience in the piping field and passed the pipefitter craft test at the "A" level. Must be capable of directing a crew of 10 people performing pipefitter duties associated with but not limited to the following equipment. Towers, drums, exchangers, heaters, condensers, vessels, blinding and bolt-up. Must be capable of reading drawings, iso's and associated specifications. Valid TWIC Card is required.		

Job Title	BOILERMAKER FOREMAN		
Order Number	VI0014284	Posted:	9/1/2010
Salary	\$56,742.00 - \$59,446.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be willing and physically able to climb and not be afraid of heights or confined spaces. Must be willing and capable of performing boilermaker duties on the following equipment: Towers, Drums, Exchangers, Heaters, Condensers, Vessels, Blinding and Bolt-Up. Must be willing to work the night shift. Must have experience as a boilermaker foreman in an industrial environment. TWIC Card is required.		

Job Title	GENERAL FOREMAN		
Order Number	VI0014283	Posted:	9/1/2010



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St. Croix - Construction and Extraction Occupations

Salary	\$62,130.00 - \$67,558.00 Annually	Duration:	Full Time
Experience	8 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Understanding of construction scheduling and ability to control and supervise 4 crews essential. Must be capable of directly supervising multiple foremen. Working knowledge of refinery repair and maintenance of vessels, towers, drums, exchangers & piping. Able to read vessel drawings, piping drawings and ISO's and associated specifications. TWIC Card is required.		

Job Title	QC/QA COORDINATOR		
Order Number	VI0014282	Posted:	9/1/2010
Salary	\$60,549.00 - \$65,832.00 Annually	Duration:	Full Time
Experience	7 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must perform multiple tasks in a manner that provides a positive impact on the execution of a job. Must have working knowledge of the contract welding procedures, as well as the techniques and equipment to be used. Must have experience interpreting the following codes: ASME, NBIC and API. MUST have a Valid TWIC Card.		

Job Title	TURNAROUND SUPERINTENDENT		
Order Number	VI0014281	Posted:	9/1/2010
Salary	\$74,880.00 - \$78,000.00 Annually	Duration:	Full Time
Experience	8 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Plan and supervise general foremen, foremen and/or craft activities includes method of construction, manpower levels, material quantities, and equipment. Coordinate assigned work with work of different crafts, subcontractors and other contractors. Assist in resolving construction problems as required. Capable of reading piping drawings and ISO's, and associated specifications. TWIC Card is required.		

Job Title	BOILERMAKER A&B		
Order Number	VI0014280	Posted:	9/1/2010
Salary	\$47,278.00 - \$50,024.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be willing and physically able to climb and not afraid of heights or confined spaces. Must be willing and capable of performing boilermaker duties associated with the following: Towers, Drums, Exchangers, Heaters, Condensers, Vessels, Blinding and Bolt-up. Must have a valid TWIC Card.		

Job Title	QA/QC INSPECTOR		
Order Number	VI0014259	Posted:	8/26/2010
Salary	\$69,992.00 - \$71,989.00 Annually	Duration:	Full Time
Experience	6 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Self motivated professional that reports directly to the QA/QC Manager, inspects, accepts and/ or rejects work performed in compliance with applicable codes and specifications. Other duties will be assigned. Must have TWIC Card.		



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St. Croix - Construction and Extraction Occupations

Job Title	MAINTENANCE		
Order Number	VI0014244	Posted:	8/25/2010
Salary	\$20,800.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must have experience with plumbing, electrical, phone, cable, a/c, carpentry, masonry, dry wall and painting. Good attitude, trustworthy, and flexible. Ability to follow instructions.		

Job Title	PLUMBER		
Order Number	VI0014242	Posted:	8/25/2010
Salary	\$18,720.00 - \$20,800.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Minimum of 5 years plumbing experience on Commercial Projects. Must Have all required, hand tools and read drawings/ plans. Verifiable references and the ability to run crew and work with little supervision. 90 day probation period to determine experience and ability. Salary depends on experience.		

Job Title	PIPEFITTER		
Order Number	VI0014225	Posted:	8/20/2010
Salary	\$41,267.00 - \$49,379.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will maintain, install, and dismantle all types of pipelines and fittings as required for new construction and maintenance within the refinery while observing all safety rules and procedures that this type work requires. Must be able to climb ladders, stairs and structures such as pipe racks; able to lift objects weighing up to 50 pounds; able to work at heights. Valid TWIC Card is required.		

Job Title	PAINTER		
Order Number	VI0014223	Posted:	8/20/2010
Salary	\$20,800.00 Annually	Duration:	Full Time
Experience	0.5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Experienced Painter to Paint establishment.		

Job Title	PIPEFITTER A/B		
Order Number	VI0014167	Posted:	8/12/2010
Salary	\$47,278.00 - \$50,024.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be willing and physically able to climb and not be afraid of heights or confined spaces. Willing and capable of performing pipe fitter duties associated with towers, drums, exchanges, heaters, condensers, vessels, blinding and bolt-up. Craft "A" pipe fitters MUST HAVE at least 3yrs experience as a pipe fitter in an industrial environment. MUST have a Valid TWIC Card.		

Job Title	HEAD ENGINEER		
Order Number	VI0014022	Posted:	7/16/2010



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St. Croix - Construction and Extraction Occupations

Salary	N/A	Duration:	Full Time
Experience	10 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Experience in building construction repair and maintenance. Extensive knowledge in all fields including building structure, plumbing, electric, etc.		

St. Croix - Installation, Maintenance, and Repair Occupations

Job Title	MECHANIC A/B	<i>New Posting</i>	
Order Number	VI0014316	Posted:	9/7/2010
Salary	\$48,422.00 - \$49,171.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will diagnose, adjust, repair or overhaul mobile mechanical, hydraulic and pneumatic equipments such as cranes, bulldozers, graders, and conveyors. Knowledge of machines and tools, including their designs, uses, repair, and maintenance. Must have a VALID TWIC Card.		

Job Title	RIGGER	<i>New Posting</i>	
Order Number	VI0014312	Posted:	9/7/2010
Salary	\$47,341.00 - \$50,211.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Assembles rigging to lift and move equipment or materials on projects. Selects cables, ropes, pulleys, winches, blocks and sheaves according to weight and size of load to be moved. Gives directions to equipment operator engaged in hoisting and moving loads to ensure the safety of workers and material handles, using hand signals, loudspeaker or telephone. Must Have TWIC Card.		

Job Title	GENERAL MAINTENANCE		
Order Number	VI0014224	Posted:	8/20/2010
Salary	\$20,800.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	General Repairs & Maintenance to Establishment, light painting.		

Job Title	MECHANIC HELPER		
Order Number	VI0014095	Posted:	8/3/2010
Salary	\$18,720.00 Annually	Duration:	Full Time
Experience	0.5 Years	License:	N/A
Education	Less than High School	Training:	N/A
Job Summary	Individual with experience having worked with Diesel heavy equipment and tire repair machinery.		

Job Title	MAINTENANCE LABORER		
Order Number	VI0014094	Posted:	8/2/2010
Salary	\$18,720.00 - \$19,760.00 Annually	Duration:	Full Time
Experience	1 Years	License:	N/A



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St. Croix - Installation, Maintenance, and Repair Occupations

Education	High School Diploma	Training:	N/A
Job Summary	Individuals with some plumbing experience, electrical, carpentry, AC & Refrigeration, and small engine repair. Must have reliable transportation and able to work holidays, weekends, and some nights.		
Job Title	VALVE MECHANIC		
Order Number	VI0014049	Posted:	7/22/2010
Salary	\$37,440.00 - \$62,400.00 Annually	Duration:	Full Time
Experience	7 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must have experience in repair maintenance and calibration of process control valves, and experience with Safety Relief valves. Job Duration (July - Sept 2010).		

St. Croix - Production Occupations

Job Title	COMPOSITE FABRICATOR TRAINEE	<i>New Posting</i>	
Order Number	VI0014339	Posted:	9/8/2010
Salary	\$18,720.00 - \$22,880.00 Annually	Duration:	Full Time
Experience	2 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be able to learn to identify and use compostie materials such as epoxy resin and fiberglass and common woodworking tools to manufacture advanced composite components. Will require 700 hrs. of training and 1300 hrs on-job training. Should have minimum of 2yrs experience in any craft skills training program (in school, out of school). To be considered applicants must have a high school diploma or GED and attain a 9th grade level or higher on TABE tests in math, reading and language. Must have own transportation. Strong work ethic is mandatory.		

Job Title	WELDER	<i>New Posting</i>	
Order Number	VI0014326	Posted:	9/7/2010
Salary	\$24,960.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be familiar with the following: ASME Section IX Boiler & Pressure Vessel Code, ASME Section V Non-Destructive Examination Code, ASME D1.1 Structural Welding Code and the ASME B31.3 Process Piping Code. Welders should have training/experiences and certifications on the following welding process: SMAW - E6010 (root pass) - E7018 (Fill and cap) GTAW-SMAW E70S-3 (root Pass - E7018 (fill and Cap) GTAW Manual using any ERXXX welding rod GTAW Manual or Automatic Orbital for hygienic systems GMAW for structural steel and piping supports PAW-Plasma Arc Welding/Cutting Soldering/Brazing Copper		

Job Title	PLATE / TANK WELDER		
Order Number	VI0014290	Posted:	9/2/2010
Salary	\$46,384.00 - \$48,838.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A



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St. Croix - Production Occupations

Job Summary	Lays out, positions, and secures parts and assemblies acceding to specifications using the proper tools. Tack-welds or welds components and assemblies, using electric, gas, arc, or other welding equipment. Must be familiar with all types of industrial related tanks, storage vessels, and their components. TWIC Card is required.		
Job Title	TANK FITTER		
Order Number	VI0014289	Posted:	9/2/2010
Salary	\$44,928.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Lays out, positions, and secures parts and assemblies according to specifications using the proper tools; Fit components and assemblies, using electric, gas, arc, or other welding equipment; Cuts work piece, using powered saws, grinders, or gas torch; Installs or repairs equipment, such as pipes, valves, floor plate, structural repairs, tank linings, cone and floating roofs. Valid TWIC Card is required.		
Job Title	PIPE/STRUCTURAL WELDER		
Order Number	VI0014286	Posted:	9/1/2010
Salary	\$43,846.00 - \$54,808.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be proficient in assigned welding techniques such as TIG (GTAW), Stick (SMAW). Working knowledge of welding exotic materials. Proficient in welding procedure details such as bevel fit up and cleanliness for continuous quality welds. Must have documented proof of a minimum 3yrs welding experience in a refinery construction and maintenance environment as a combination welder. TWIC Card required.		
Job Title	COMBINATION PIPE/TUBE WELDER		
Order Number	VI0014275	Posted:	9/1/2010
Salary	\$54,808.00 - \$57,200.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Must be proficient in assigned welding techniques such as TIG (SGTAW), Stick (SMAW). Working knowledge of welding exotic materials and filler rod materials such as stainless, Inco, monel and other various base materials. Must have documented proof of a minimum of 3yrs welding experience in a refinery construction and maintenance environment as a combination welder. TWIC Card is required.		
Job Title	HELIARC WELDER		
Order Number	VI0014239	Posted:	8/25/2010
Salary	\$50,066.00 - \$53,186.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Welds metal components together to fabricate or repair products, such as machine parts, refinery equipment, motors, and generators, according to layouts, blue prints, or work order, using brazing and a variety of arc and gas welding material. Must be able to climb ladders, stairs and structures such as pipe racks; able to lift objects weighing up to 50 pounds; able to work at heights. Must pass welder's examination conducted in the refinery. Valid TWIC Card is required.		
Job Title	SHIFT LEADER/ PROCESS CONTROL OPERATOR		
Order Number	VI0014229	Posted:	8/20/2010



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St. Croix - Production Occupations


Salary	\$45,760.00 - \$54,080.00 Annually	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Will work 12 hour shifts 6:00am-6:00pm & 6:00pm to 6:00am. Responsible for operation of ethanol dehydration unit & related utility systems during startup,normal & shutdown. Monitors, inputs,outputs and controls. Teach the shift including coordination of utility and dehydration activities. (Chemical Process Experience)		

Job Title	PROCESS FIELD OPERATOR		
Order Number	VI0014228	Posted:	8/20/2010
Salary	\$33,280.00 - \$41,600.00 Annually	Duration:	Full Time
Experience	3 Years	License:	N/A
Education	Some College	Training:	N/A
Job Summary	Under the supervision of the Shift Leader. Receives instruction to ensure the safe, reliable and efficient operation of the dehydration unit and related utility systems. Performs field verifications of critical equipment.(Process Field Operator)		

Job Title	CONTACT SYSTEM ADMINISTRATOR III		
Order Number	VI0014031	Posted:	7/30/2010
Salary	N/A	Duration:	Full Time
Experience	5 Years	License:	N/A
Education	Associate's Degree	Training:	N/A
Job Summary	Optimize the Contracts Lice-Cycle Management process leveraging related experience to streamline workflow and ensure compliance with purchasing procedures, laws and regulations through the effective use of integrated software solutions and process improvement techniques.		

St. Croix - Transportation and Material Moving Occupations

Job Title	CRANE OPERATOR FOREMAN		 <i>New Posting</i>
Order Number	VI0014342	Posted:	9/8/2010
Salary	\$88,213.00 Annually	Duration:	Full Time
Experience	4 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Interprets blueprints, sketches, written and/or verbal orders; assigns duties, lines up and follows up all work and is responsible for production of the unit; inspects work to ensure adherence to company standards; trains and assist workers in performance of their duties; supervises and coordinates activities of assigned construction workers. Must have NCCCO Certification. Must have VALID TWIC Card.		

Job Title	CRANE OPERATOR A&B		 <i>New Posting</i>
Order Number	VI0014315	Posted:	9/7/2010
Salary	\$48,734.00 - \$50,357.00 Annually	Duration:	Full Time
Experience	4 Years	License:	N/A
Education	High School Diploma	Training:	N/A
Job Summary	Operates various power driven machinery which are used to move dirt or other materials. May Operate all or some of the following types of equipment; backhoe, bulldozer, crane, dragline, front-end loader, motor grader, cherry picker, dump truck, etc. Must have NCCO or NCCER Certification. TWIC Card Required.		